



**FINANCE COMMITTEE
THURSDAY, MAY 18, 2017 - 7:30 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

AGENDA

1. Call to Order and Approval of Agenda
2. Citizen Participation, Communications and Announcements
3. Approval of Minutes – May 4, 2017
4. Transfers and Appropriations
5. Resolution
 - A. Authorizing Purchase of Mobile Data Computer Equipment for 2017
6. Committee Endorsements
 - A. Accepting 2017 Wisconsin Land Information Program Strategic Initiative Grant Funds and Amending the 2017 Land Records Budget
 - B. Authorizing the Use of Contingency Funds for Courthouse Security Phase II and Amending 2017 Facilities Management Capital Budget
 - C. Amending the 2017 HSD Budget to Purchase Furniture, Cubicles and Technology for the CCS Project
7. Request for Donation of Unused Playground Equipment at the Job Center
8. Report on Cash Balances and Investments
9. Adjournment

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Dara Mosley
INITIATED BY



Dara Mosley
DRAFTED BY

Finance
SUBMITTED BY

May 3, 2017
DATE DRAFTED

Authorizing Purchase of Mobile Data Computer Equipment for 2017

- 1 **WHEREAS**, the Rock County Information Technology Department is authorized to purchase computer
- 2 equipment on behalf of the County; and,
- 3
- 4 **WHEREAS**, the Information Technology staff did review the equipment available on State Contract
- 5 number 505ENT-O16-NASPOCOCOMPUT-02, chose and configured equipment from this contract;
- 6 and,
- 7
- 8 **WHEREAS**, the 2017 budget did designate funds for the purchase of these Mobile Data Computers for
- 9 the Sheriff's Office.
- 10
- 11 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 12 this _____ day of _____, 2017 authorizes a purchase order be issued to Baycom, Inc., of
- 13 Green Bay, WI for 6 CF-53 Panasonic Toughbook Mobile Data Computers at \$2,503.00 each for a total
- 14 of \$15,018.00.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

J. Russell Podzilni

Mary Beaver

Brent Fox

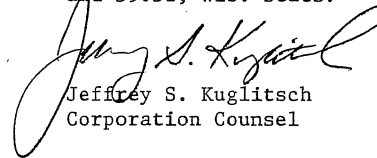
FISCAL NOTE:

Sufficient funds were included in the 2017 budget for the cost of these computers. This purchase is being funded by tax levy.


Sherry Oja
Finance Director

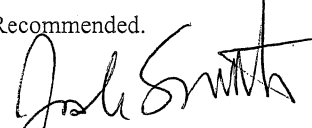
LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.


Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.


Josh Smith
County Administrator

Executive Summary for the Purchase of Panasonic Toughbooks

The Rock County Sheriff's Office utilizes Panasonic Toughbook laptop computers within their squad cars. Each year a number of these are purchased to replace those that are broken, worn, or no longer adequate to operate the software and systems used by the law enforcement staff.

The Panasonic Toughbooks are ruggedized laptops that are made to withstand extreme temperature, excess vibration, and abnormal abuse that are common in police work. Panasonic has developed a less expensive model of laptop than what was available in prior years that meets the needs of the Sheriff's Office. This authorization is for six Toughbooks that will replace units that are several years old and cause regular difficulties for the deputies and Information Technology staff.

The Toughbooks are being purchased from Baycom, Inc. from Green Bay, WI off of state contract (505ent-016-naspocomput-02), and include a five-year warranty.

BAYCOM

serious mobility
when it matters most

TIM COONEY
2040 RADISSON ST.
GREEN BAY, WI 54302
PHONE: 920-544-4282
FAX: 920-468-8615
EMAIL: tcooney@baycominc.com

ROCK COUNTY
DARA MOSELY
200 E. US HWY 14
JANESVILLE, WI 53545
(608) 757-5363
5/3/2017
mosley@co.rock.wi.us

QUOTE NO. TC20170503E

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:
EQUIPMENT DETAILS AND PRICING

| QTY | MODEL AND DESCRIPTION | UNIT PRICE | TOTAL PRICE |
|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|--------------------|
| STATE CONTRACT# 505ENT-O16-NASPOCOMPUT-02 | | | |
| 6 | Panasonic Toughbook CF-53 Intel Core i5-4310U vPro 2.0GHz Processor 14" High Definition Touchscreen Display 4GB SDRAM 500GB Shock Mounted Hard Drive - 7200rpm Intel Advanced-N 6205 WLAN 802.11a/b/g/n/ac DVD Super Multi-Drive Ethernet NIC 10/100/1000 AC Power Adapter Windows 7 Pro (Win 10 COA) Emissive Backlit Keyboard 3 Year Parts & Labor Warranty - Preferred | \$2,205.00 | \$13,230.00 |
| OPTIONS: | | | |
| 6 | 1 Year Extended Warranty: \$189.00 each 2 Year Extended Warranty: \$298.00 each 3 Year No Fault Warranty Upgrade: \$225.00 each 1 Year Warranty Extension with No Fault: \$449.00 each 2 Year Warranty Extension with No Fault: \$709.00 each 4GB Additional Memory: \$109.00 each Add Integrated GPS: \$280.00 each Add Fingerprint Reader: \$145.00 each Add Dual RF Pass Thru: \$95.00 each Add Integrated 4G LTE WWAN: \$253.00 each CF-53 Desktop Port Replicator: \$189.00 each CF-53 Vehicle Docking Station: \$524.00 each Docking Station Power Supply: \$124.00 each | \$298.00 | \$1,788.00 |
| | | EQUIPMENT COST: | \$15,018.00 |
| | | SHIPPING: | Included |

Payment With Order: Net 10 Day
Quotation Good for 90 Days

Approved By:

Your Signature Is An Agreement To Purchase And An Acceptance Of The Above Terms
All of the information listed on this proposal is confidential and proprietary information.
If You Have Any Questions Please Contact Tim Cooney at (920) 544-4282



RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Land Information Officer
INITIATED BY



Michelle Schultz, Land Information Officer
DRAFTED BY

Finance Committee
SUBMITTED BY

April 26, 2017
DATE DRAFTED

Accepting 2017 Wisconsin Land Information Program Strategic Initiative Grant Funds and Amending the 2017 Land Records Budget

1 **WHEREAS**, the 1989 Wisconsin Act 31 and 1989 Wisconsin Act 339 created a statewide Land
2 Information Program for the purpose of facilitating land records modernization in each county in
3 Wisconsin; and,
4
5 **WHEREAS**, the Rock County Board of Supervisors established a Land Information Office in 1990
6 for the purpose of directing and supervising Rock County's Land Information Program and Land
7 Information System; and,
8
9 **WHEREAS**, Wisconsin Statute Section 16.967(7)(a) authorizes the Rock County Land
10 Information Office to apply for Wisconsin Land Information Program Grants; and,
11
12 **WHEREAS**, the Rock County Land Information Office has been awarded a \$50,000 , 2017
13 Strategic Initiative grant from Wisconsin Land Information Program; and,
14
15 **WHEREAS**, these funds will be used to assist Rock County in meeting specific benchmarks as
16 identified by the State of Wisconsin Department of Administration in accordance with the
17 Statewide Parcel Map Project.

18
19 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
20 assembled this _____ day of _____, 2017 does hereby authorize the acceptance of
21 \$50,000 of WLIP 2017 Strategic Initiative grant funds; and,
22

23 **BE IT FURTHER RESOLVED**, that the 2017 Land Records Budget be amended as follows:
24

| 25 Account No. | Budget at | Increase | Amended |
|--------------------------------|----------------|-------------------|---------------|
| 26 <u>Description</u> | <u>4/26/17</u> | <u>(Decrease)</u> | <u>Budget</u> |
| 27 <u>Source of Funds:</u> | | | |
| 28 10-1726-2017-42200/ | | | |
| 29 State Aid | \$ 0 | \$50,000 | \$50,000 |
| 30 | | | |
| 31 <u>Use of Funds:</u> | | | |
| 32 10-1726-2017-62119/ | | | |
| 33 Other Contracted Services | 0 | 50,000 | 50,000 |

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

Brent Fox

J. Russell Podzilni

FISCAL NOTE:

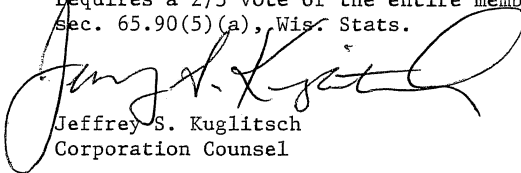
This resolution authorizes the acceptance and expenditure of \$50,000 in state aid for the WLIP 2017 Strategic Initiative. No County matching funds are required.



Sherry Oja
Finance Director

LEGAL NOTE:

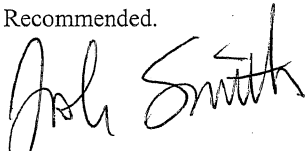
The County Board is authorized to accept grant funds pursuant to sec. 59.52(19), Wis. Stats. As an amendment to the adopted 2017 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Accepting 2017 Wisconsin Land Information Program Grant Funds and Amending the 2017 Land Records Budget

The Rock County Land Information Office has been awarded a 2017 Strategic Initiative Grant in the amount of \$50,000 from Wisconsin Land Information Program,

These funds will be used to assist the County in meeting specific Benchmarks for the Statewide Parcel Map project as outlined by the Wisconsin Department of Administration.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland –
Director of Facilities Management
DRAFTED BY

May 10, 2017
DATE DRAFTED

Authorizing the Use of Contingency Funds for Courthouse Security Phase II and Amending 2017 Facilities Management Capital Budget

1 **WHEREAS**, on March 24, 2016 the County Board approved resolution 16-3B-514 retaining
2 Potter-Lawson Architects for \$30,000.00 to develop options and cost for Phase 2 building access
3 and security screening; and
4

5 **WHEREAS**, Resolution 16-3B-514 also approved a contingency fund to be established in the
6 amount of \$15,000.00; and
7

8 **WHEREAS**, additional architectural and engineering services are needed to be completed before
9 the we can move to the design phase; and
10

11 **WHEREAS**, we are requesting to use the approved \$15,000.00 contingency fund; and
12

13 **WHEREAS**, the contingency funds were applied to cover the Courthouse Security Phase 1 Bid
14 that came in over budget.
15

16 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
17 assembled this _____ day of _____, 2017 does hereby approve and authorize the use
18 of the contingency funds in the amount of \$15,000.00 to have Potter-Lawson Architects of
19 Madison, WI, do the final work necessary to complete the conceptual phase which will get us to
20 the design phase.
21

22 **BE IT FURTHER RESOLVED**, that the Facilities Management 2017 budget be amended as
23 follows:

| <u>ACCOUNT/DESCRIPTION</u> | <u>BUDGET</u> <u>5/10/17</u> | <u>INCREASE/</u> <u>(DECREASE)</u> | <u>AMENDED</u> <u>BUDGET</u> |
|----------------------------|---------------------------------|---------------------------------------|---------------------------------|
| <u>Source of Funds</u> | | | |
| 18-1855-0000-47500 | \$1,033,100 | \$15,000 | \$1,048,100 |
| Sales Tax | | | |
| <u>Use of Funds:</u> | | | |
| 18-1855-0000-67200 | \$2,083,100 | 15,000 | 2,098,100 |
| Capital Improvements | | | |

Respectfully submitted,

GENERAL SERVICES COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Hank Brill, Chair

Reviewed and approved on a vote of _____

Jason Heidenreich, Vice Chair

Mary Mawhinney, Chair

Robert Yeoman

David Homan

Jeremy Zajac

FISCAL NOTE:

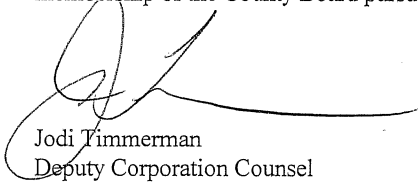
This resolution amends the 2017 Courthouse Security project budget and authorizes a transfer in from excess sales tax proceeds for additional architectural and engineering costs. The balance of sales tax revenue available for appropriation is approximately \$1.6 million at 5/10/17.



Sherry Oja
Finance Director

LEGAL NOTE:

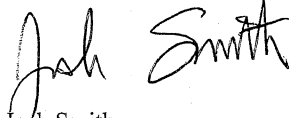
County Board is authorized to take this action pursuant to §59.01 & 59.51, Wis. Stats. As an amendment to the adopted 2017 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jodi Timmerman
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

It is important that the County continue to refine Courthouse security options responsive to ongoing input. I recommend that these additional dollars be provided to fund the project contingency that was already approved by the County Board before proceeding into the schematic design phase.



Josh Smith
County Administrator

Executive Summary

Authorizing the Use of Contingency Funds for Courthouse Security Phase II and Amending 2017 Facilities Management Capital Budget

The resolution before you is authorizing the use of the \$15,000.00 contingency funds approved March 24, 2016 in Resolution 16-3B-514 which contracted with Potter-Lawson for \$30,000.00 to develop options and costs for Phase 2 building access and security screening at the Courthouse.

After receiving many questions from the citizens and board members. Additional information is needed to make the best decision related the parking structures, loading dock and the east employee entrance.

The \$15,000.00 Contingency funds have been applied to the Courthouse Security Phase 1 bid that came in over budget. Therefore this resolution also amends the Facilities Management budget by applying sales tax to cover this cost.

RESOLUTION NO. _____

AGENDA NO. _____

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS



Katherine Luster
INITIATED BY

Phil Boutwell
DRAFTED BY

Human Services Board
SUBMITTED BY

May 1, 2017
DATE DRAFTED

**Amending the 2017 HSD Budget to Purchase Furniture, Cubicles and
Technology for the CCS Project**

1 **WHEREAS**, the County Board included \$225,000 of capital funds in the 2017 Budget under
2 General Services for renovation of space formerly occupied by the Long Term Support (LTS)
3 Division in the Job Center to accommodate the expansion of the CCS Program; and,
4

5 **WHEREAS**, the low bid came in under budget and has been awarded to Glen Fern Construction
6 Inc., with construction starting in May 2017 and completion anticipated by the end of June, 2017;
7 and,
8

9 **WHEREAS**, the additional furniture, cubicles and technology needed for the CCS expansion
10 were not included in the capital funding and total \$73,745; and,
11

12 **WHEREAS**, the County Board approved \$21,893 of funds in the 2017 budget under Human
13 Services to partially offset the anticipated cost for the furniture and equipment purchase
14 related to the CCS Program expansion; and,
15

16 **WHEREAS**, the HSD requests the balance of \$51,852 of additional budgetary authority to
17 purchase the furniture, cubicles and technology needed for the CCS Program expansion; and,
18

19 **WHEREAS**, the CCS Program is 100% Medicaid covered and program revenues will be
20 used to reimburse the County for its \$73,745 investment in the up-front costs.
21

22 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
23 assembled this ____ day of _____, 2017, amends the Human Services Department's
24 budget as follows:
25

| Account/Description | Budget | Increase | Amended |
|---------------------------|---------------|-------------------|---------------|
| <u>Source of Funds</u> | <u>4/1/17</u> | <u>(Decrease)</u> | <u>Budget</u> |
| 29 33-3707-0000-45015 | \$2,680,000 | \$51,852 | \$2,731,852 |
| 30 Intergovernmental MA | | | |
| 31 | | | |
| 32 <u>Use of Funds</u> | | | |
| 33 36-3707-0000-64604 | \$ 172,400 | (\$2,773) | \$ 169,627 |
| 34 Program Expense | | | |
| 35 | | | |
| 36 36-3707-0000-67160 | \$ 4,493 | \$54,625 | \$ 59,118 |
| 37 HSD Equipment <\$5,000 | | | |

Respectfully submitted,

ROCK COUNTY HUMAN SERVICES BOARD

FINANCE COMMITTEE ENDORSEMENT
Reviewed and approved on a vote of

Brian Knudson
Brian Knudson, Chair

Mary Mawhinney
Mary Mawhinney, Chair

Sally Jean Weaver-Landers
Sally Jean Weaver-Landers, Vice Chair

Absent
Terry Fell

Linda Garrett
Linda Garrett

Karl Dommershausen
Karl Dommershausen

Ashley Kleven
Ashley Kleven

Kathy Schulz
Kathy Schulz

Terry Thomas
Terry Thomas

Shirley Williams
Shirley Williams

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

FISCAL NOTE:

This resolution amends the CCS budget to increase budget authority for the purchase of furniture, cubicles and technology. The purchases will be paid for by CCS program revenues.

Sherry Oja
Sherry Oja
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2017 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

Jodi Timmerman
Jodi Timmerman
Deputy Corporation Counsel

Executive Summary

Requested Action in Resolution

The Resolution before you amends the 2017 Human Services Budget to create budgetary authority to purchase furniture, cubicles and technology for the Comprehensive Community Services (CCS) Program expansion at the Job Center.

The total cost for all the furniture, cubicles and technology needed for the renovated space is approximately \$112,000. The County was able to save and repurpose a portion of the LTS furniture and cubicles that have a replacement cost of approximately \$38,000. Thus, the identified list of items for purchase will cost \$73,745. That cost is partially offset by the \$21,893 of funds in 2017 HSD budget to pay for CCS Program furniture and equipment. That leaves an unmet need for an additional \$51,852 of funds, which are requested in the Resolution.

Because the CCS Program is 100% covered by Medicaid, CCS program revenues will be used to reimburse the County for its \$73,745 investment in the project.

Project Overview

CCS is a 100% Medicaid funded outpatient psychosocial rehabilitation program to improve the quality of life for adults and children with mental illness, substance abuse or a co-occurring diagnosis. The demand for CCS has exceeded the Human Services Department capacity to serve clients and expanding the program is vital to its continuity and responsiveness to client needs.

In November, 2016 the County Board approved a contract with Angus Young and Associates to design space in Job Center for a consolidation and expansion of the CCS Program. The space chosen formerly housed the Long Term Support Program, which was eliminated in 2016 with the expansion of Family Care.

The 2017 Budget adopted by the County Board in November 2016 included \$225,000 of capital improvement funds for CCS in the Facilities Management budget, and \$21,893 of funds for CCS furniture and equipment purchase in the Human Services Budget.

In March 2017, the County Board awarded the construction project to Glen Fern Construction LLC., from Lake Geneva, WI in the amount of \$193,950.

Construction began on May 1, 2017 and is expected to be completed by mid-June 2017. Henricken plans to install the cubicles in early July. Approximately 30 existing staff and new hires will move into the renovated space in mid to late July.

ROCK COUNTY, WISCONSIN

51 S. Main Street
Janesville, WI 53545



Facilities Management

- Facilities Maintenance

(608) 757-5527 Phone
(608) 757-5516 - Fax

To: Mary Mawhinney
Chair - Finance Committee

From: Brent Sutherland
Director of Facilities management

We have some unused playground equipment that is installed within the fenced in area at the Job Center. It is no longer used and is just taking up storage space. It is installed over a rubber matt and anchored to the concrete. I would like to have it removed.

Lori Williams, Rock County Parks Director, contacted the vendor to get a quote to have it moved to one of the County parks, and the quote was \$10,000. Lori said, based on that price, she is not interested in moving it to one of the County parks.

Kevin and Angel Eggers, with Compass Behavior Health Facility, which is a nonprofit facility located next to the Job Center, is interested in moving the equipment to a fenced in grass area and using it for play therapy. Phil Boutwell stated that would be great to give that to Compass as Human Services clients can benefit from that.

I am concerned with selling it as surplus due to the liability if someone purchases it, has trouble moving it, or does not set it up correctly.

I would like the Finance Committee's approval to donate this playground equipment to Compass?